

October 25, 2023

**AMEND BOARD REPORT 22-1026-PR6  
AUTHORIZE THE FOURTH AND FINAL RENEWAL AGREEMENT WITH SIVIC SOLUTIONS GROUP,  
LLC FOR MEDICAID CLAIMS PROCESSING AND ADVISORY SERVICES**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Authorize the fourth and final renewal agreement with Sivic Solutions Group, LLC to provide Medicaid claims processing and advisory services to Chicago Public Schools at an estimated annual cost set forth in the Compensation Section of this report. A written document exercising this option is currently being negotiated. No services shall be rendered by Vendor and no payment shall be made to Vendor during the option period prior to execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within 90 days of the date of this Board Report. Information pertinent to this option is stated below.

This October 2023 amendment is necessary to increase the Not To Exceed amount from \$624,000 to \$1,248,000 and to extend the term through December 31, 2024.

Contract Administrator : Pearson, Karen / 773-553-2280

**VENDOR:**

- 1) Vendor # 11358  
SIVIC SOLUTIONS GROUP, LLC  
30 LANIDEX PLAZA WEST  
PARSIPPANY, NJ 07054  
Eric Seguin  
973 581-7676

Ownership: Solix, Inc (John J Miller,  
Manager) - 100%

**USER INFORMATION :**

Project 12610 - Budget & Management Office  
Manager: 42 West Madison Street  
Chicago, IL 60602

Yager, Katherine A.  
773-553-2560

**ORIGINAL AGREEMENT:**

The original Agreement (authorized by Board Report #18-1205-PR16) in the amount of \$600,000 is for a term commencing January 1, 2019 and ending December 31, 2019 with the Board having four (4) options to renew for one (1) year terms. This agreement was renewed (authorized by Board Report #19-0925-PR9) for a term commencing January 1, 2020 and ending December 31, 2020. This agreement was renewed (authorized by Board Report #20-0826-PR8) for a term commencing January 1, 2021 and ending December 31, 2021. This agreement was renewed (authorized by Board Report #21-1027-PR4) for a term commencing January 1, 2022 and ending December 31, 2022. The original agreement was awarded on a competitive basis pursuant to former Board Rule 7-2.

**OPTION PERIOD:**

The term of this agreement is being renewed for one (1) year commencing January 1, 2023 and ending ~~December 31, 2023~~ December 31, 2024.

**OPTION PERIODS REMAINING:**

There are no options remaining.

**SCOPE OF SERVICES:**

Vendor will continue to:

Perform all services necessary to prepare, process and submit to the State Medicaid agency, and obtain reimbursement from the State Medicaid agency for all Fee-for-Service Claims for health services provided by the Board to its students. The Board shall maintain and may enhance its systems for gathering required data to ensure compliance with Medicaid requirements including related Individuals with Disabilities Education Act (IDEA) regulations and other applicable requirements, laws and regulations.

Work with the Children and Family Benefits Unit (CFBU) within the CPS Office of Student Health and Wellness to identify students that are eligible for the SNAP, Medicaid, and CHIP programs.

Process quarterly State Medicaid/CHIP reimbursement claims for administrative expenditures for school-based outreach activities including Administrative Outreach Claiming (AOC) as well as analyze and report on the status and progress of the claim submission. Vendor shall demonstrate methodologies to collect and process statistically valid time study results and quality review of the cost allocation plan to ensure all changes are reflected in the claim.

Process quarterly SNAP Outreach Plan reimbursement claims for administrative expenditures and non-administrative expenditures for SNAP outreach activities as well as analyze and report on the status and progress of the claim submission. Vendor shall demonstrate methodologies acceptable to the Board to collect and process statistically valid time study results and quality review of the cost allocation plan to ensure all changes are reflected in the claim.

Provide a revenue enhancement plan to develop and structure ideas for boosting new Board revenues for health and social services through Federal, State (including the State Poverty Count) and other grant monies.

Perform quality review of the Board's health and social services programs. Perform annual quality review of health and social service reimbursement programs. The review should address management structure, accountability and productivity, staffing and scheduling, collaboration with community-based health care organizations for cost-effective service delivery, etc.

Make recommendations to improve service delivery compliance and increase efficiency and effectiveness of the way in which services are provided.

Vendor shall manage the implementation of the project as well as the operational services required to make the contract successful. The implementation includes, but is not limited to: Project management, risk/issue mitigation, and communications. Operational Services cover the ongoing tasks and services required from Vendor relating to weekly/monthly reporting, quality assurance, performing necessary audits, and conducting/managing training.

**DELIVERABLES:**

Vendor will continue to:

Conduct preliminary review of the upcoming quarter's Administrative School Based Health Services (Admin SBHS) claim with variance analysis of cost, student and time study factors against final claims for prior quarters, two weeks prior to each quarterly Admin SBHS submission.

Train prospective participants in the Board's quarterly "time-study" survey of Admin SBHS.

Furnish the Board with all existing and future research and development of resources, such as published materials, and industry studies conducted, that pertain to the Services and that in the Vendor's reasonable opinion might assist the Board in setting its school-based health and social services policies or requirements.

**OUTCOMES:**

Vendor's services will result in the identification of new opportunities that improve program performance in Medicaid reimbursement recovery and operational efficiency. They will assist CPS to work with and impact Illinois' Medicaid agency to take advantage of policy opportunities to improve reimbursement levels.

**COMPENSATION:**

Vendor shall be paid at estimated annual costs for the renewal term as set forth below:

\$312,000, FY23

\$312,000, FY24

\$624,000, FY24

\$312,000, FY25

**AUTHORIZATION:**

Authorize the General Counsel to include other relevant terms and conditions in the written option document. Authorize the President and Secretary to execute the option document. Authorize the Chief Financial Officer to execute all ancillary documents required to administer or effectuate this option agreement.

**AFFIRMATIVE ACTION:**

Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services Contracts (M/WBE), the goals of this contract are 30% MBE and 7% WBE. The vendor has committed to 37% MBE and has scheduled the following firm:

TOTAL MBE: 37%

Visionsoft International  
1842 Old Norcross Road, #100  
Lawrenceville, GA 30044  
Ownership: Antony Arputharaj

**LSC REVIEW:**

Local School Council approval is not applicable to this report.

**FINANCIAL:**

Fund 115, Finance, Unit 11810

\$312,000, FY23

\$312,000, FY24

\$624,000, FY24

\$312,000, FY25

Not to exceed \$624,000 for the renewal term. \$1,248,000 for the extension term.

Future year funding is contingent upon budget appropriation and approval.

**CFDA#:** Not Applicable

**GENERAL CONDITIONS:**

Inspector General - Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



PATRICIA HERNANDEZ  
Acting Chief Procurement Officer

Approved:



PEDRO MARTINEZ  
Chief Executive Officer

Approved as to Legal Form: 



RUCHI VERMA  
General Counsel